

Minutes of Council Meeting 10-20-2020

Chilton, Wisconsin
October 20, 2020

The regular meeting of the Chilton Common Council held in the council chambers at the city hall was called to order at 6:30 p.m. with Mayor Thomas J. Reinl presiding.

ROLL CALL:

Mayor Thomas J. Reinl and Council members Ron Gruett, Clayton Thornber, Andrew Deehr, Joe Schoenborn, Peggy Loose and Kathy Schmitzer were present at roll call. Absent were Jon Kragh and Mike Goebel

Other city officials present were Administrator David DeTroye, Director of Public Works Chris Marx and City Attorney Derek McDermott. Also, in attendance, Betty Schilling - Chilton Journal. Rick Jaeckels, David Kohls – Delta Publications and Karen Jacobsen (virtually).

Those in attendance recited the Pledge of Allegiance.

Moved by Schmitzer, seconded by Gruett and carried to approve the minutes of the council meeting held on October 6, 2020.

REPORT OF OFFICERS:**MAYOR: - Thomas Reinl**

Mayor Reinl presented no updates regarding COVID-19. Mayor Reinl informed the council that the in person absentee voting process has started this week, and it has been busy. He also updated the council on the police union contract.

CITY ADMINISTRATOR: - David DeTroye

- In-Person absentee voting started today at City Hall and continues weekdays through October 30th. Hours are 8 am – 4 pm M-F and 8 am – 5 pm on the 30th. Today alone 75 people voted and as of this afternoon 699 absentee ballots have been received of a total of 2160 registered voters.
- Negotiations continue between the City of Chilton and the WPPA (Wisconsin Professional Police Association). Getting closer to a final product (union contract) that will be made available for Council approval.
- Building Inspector Paul Birschbach has issued a letter of resignation to the City. He has served the community for the past 15 years. Administration is working on alternatives to present to General Government and then City Council. Contract expires at the end of the year.
- Health Insurance renewal rates came back higher than anticipated. McClone, acting on behalf of the City is aggressively shopping the rate in the market and is working on alternatives. Review meeting set for November 6, 2020.

OPERATOR LICENSE: None

DIRECTOR OF PUBLIC WORKS – Chris Marx

DPW Marx reported that the drinking water service pump had failed and needed to be repaired. A rewind of the motor would be approximately 60% of the cost of purchasing new and would function just as well. The total cost approximation for the repair is estimated to be \$8,000.00 - \$10,000.00. This is the biggest motor pump in the system and generally has a functioning life of 15 years. The City did realize savings by doing the removal and installation of the refurbished motor. Everything in the system is restored to proper function. Fire Hydrant flushing is complete in the city, and lubrication/winterizing practices are being completed prior to the winter months. The lubrication schedule takes approximately two weeks to complete.

Commercial projects continue with electrical services for Kaytee warehouse, and water and sewer services being added for the MB expansion.

Fall leaf collection has begun. The process will run through the week of Thanksgiving.

Repair work and maintenance was required on the aging leaf collection equipment.

Most of the parks have been closed and winterized. A few remain open for Fall events.

AUDIENDE PARTICIPATION: None**COMMITTEE REPORTS:**

Planning Commission 10/14/2020 - Mayor Reintl described to the council the project plan as applied for by Brad Hintze. Brad Hintze has asked for permission to add a 24x16 outbuilding to his townhouse development for storage and maintenance equipment. Any changes or alterations to original plans submitted for a (PUD) planned unit development would need to be approved by the planning commission and then council. DPW Marx commented that the addition of the garage does not affect the layout of the property and is within required setbacks.

Moved by Gruett, seconded by Thornber to approve construction of a 16x24 storage/maintenance garage for the Townhouse project PUD on Robin Avenue and Reed Street. Voice vote. 6 – 0 motion carried.

Public Works 10/12/2020 – Chairman Gruett defined the scope of services descriptions for the first two parts of the study, deferring to DPW Marx as needed.

Preliminary Phosphorous Compliance Plan - DPW Marx explained to the council the scope of services, feasible actions, and cost analysis offered in this quotation. The process of Phosphorous reduction to the outflow of the WWTP has been on the radar of the WI DNR for some time. This scope of services starts the engineering and research into the methods that will help the City achieve reductions in the Phosphorous outflow. The initial DNR compliance benchmark must be achieved by May 31, 2021. There is a second benchmark that must be obtained in 2022, and final levels of phosphorous outflow limits must be met by 2027.

Moved by Gruett, seconded by Thornber to approve the \$21,000.00 fee for Scope of Services – Preliminary Phosphorous Compliance Plan to Strand and Associates. Roll Call

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Vote: Deehr, Loose, Schmitzer, Schoenborn, Thornber and Gruett. All ayes, 6 – 0 motion carried.

Thornber commented on the layout and description of this scope of services. Saying it is “needed and appropriate”.

Design of Short-Term Capital Improvements - DPW Marx explained to the council that this is a list of items that need immediate attention at the WWTP. This list was created from an operation and needs study done two years ago. The design and engineering associated in this scope of services is intended to give 3-5 more years of life to the current facility before a major rebuild is necessary. This estimate is for engineering the process, and not the actual labor of. All the engineering will carry into 2021, where specific BID packages will be produced for the work to be performed. Significant research and engineering will be needed to properly align the future short-term needs. Some of the repairs will be permanent, and the goal of the study would be to create efficiencies that will last through-out the rebuild process. This process will also let industrial partners of the City forecast and prepare for the upgrades.

Thornber initially objected to the scope of services and more specifically the list of services provided. He explained that city employees are already practicing these preventative maintenance measures. After further clarification and discussion on the lists, Thornber retracted his objection. Mayor Reinl did inform all council members that anyone is welcome to attend committee level meetings when important decisions are discussed. The Strand and Associates Engineer attended the committee meeting virtually for explanation purposes.

Moved by Gruett, seconded by Schmitzer to approve the \$77,600.00 fee for Scope of Services – Design of Short-Term Capital Improvements to Strand and Associates. Roll Call Vote: Deehr, Loose, Schmitzer, Schoenborn, Thornber and Gruett. All ayes, 6 – 0 motion carried.

Facilities Plan- DPW Marx explained to the council that one of the goals of the Public Works Committee is to realize the rebuild of the WWTP facility. He commented that this essentially is the start of that process. This engineering study would align the city with expectations of the WI DNR, would involve and further educate industrial parties of the city, would offer timelines needed for construction and budgeting, and would start the process of looking 3 -5 years out to when the WWTP would need total reconstruction. Mayor Reinl commented on how well the plant has been maintained, and how that maintenance has extended the useful life of the plant. Much of the design and process is already in place as they made the major decisions in 1999 when the last rebuild was conducted. This engineering study is essentially the next steps needed for the future. Marx noted that this is generally the largest expenditure for the City and will be funded by the revenues of the operations.

Moved by Thornber, seconded by Schmitzer to approve the \$46,900.00 fee for Scope of Services – Facilities Plan to Strand and Associates. Roll Call Vote: Deehr, Loose,

Schmitzer, Schoenborn, Thornber and Gruett. All ayes, 6 – 0 motion carried.

Bench replacement – Hobart Park - Chairman Gruett explained to the council that two benches are up for replacement in Hobart Park, and that a local resident and a local kayak club would like to sponsor the benches as a memorial and be able to place a memorial plaque. In the past, all people looking to donate benches in the City have been referred to a program that utilizes Appleton Marble. The benches are \$3,000.00. The donor has asked if other options are available, so DPW Marx is asking the council for permission to replace the benches utilizing Backyard Nature Products for differing options. The Chilton business carries a line of benches to choose from at reduced pricing. Council member Loose asked for clarification on which benches are being replaced. They are identified as being behind the band shelter.

Moved by Gruett, seconded by Schoenborn to allow for replacement of two benches in Hobart Park (donation) utilizing Backyard Nature Products for sourcing, and the opportunity to install a memorial plaque adjacent. Voice Vote, all ayes. Motion carried.

Mayor Reinl went on to comment that the Marble Bench program is the only option for the city and that the Culture & Recreation will be looking for alternative programming in future committee meetings.

Redevelopment Authority 10/14/2020 – An update on the Chilton Plating project was given by DPW Marx. An update on CDBG grants and funding was given by Administrator DeTroye. Mayor Reinl went on to describe the actual need for the meeting which was to approve a sign for Cullen Real Estate at 307 East Main Street. The sign measures 18 x 24 inches.

Moved by Loose, seconded by Schmitzer to approve the sign permit and installation of sign for Cullen Real Estate at 307 East Main Street. Voice Vote, all ayes. Motion carried.

Attorney McDermott went on to explain the need for sign approval as designated in the Central Business District architectural design guidelines.

Mayor Reinl exclaimed that the sign permit process will be addressed in future RDA committee meetings.

NEW BUSINESS:

Mayor Reinl opened the floor for discussion and or review of the quarterly financials. None given.

Moved by Thornber, seconded by Deehr to approve the quarterly financial statements as presented. Voice Vote, all ayes. Motion carried.

DPW Marx explained to the council the need to build an access driveway for a manhole sewer cleanout located behind the Dodge Jeep Dealership off Breed and North Madison Street. The sewer line has had issues in the past, and the public works crew has been

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cleaning the line backwards because access is not feasible without damaging the dealership property. DPW Marx went on to comment that the usual practice would be to build a gravel access drive, but because of the nice landscaping, maintenance and care taken by the dealership he would like to recommend an asphalt drive be installed. Asphalt pricing is approximately \$4,200.00 and the project would also require manpower for site preparation and underlayment. Additional base materials would be needed for proper installation. Marx commented that the total price should be approximately between \$6,000.00 and \$7,000.00. Council member Thornber questioned the size of the pad which measures 32 feet long by 15 feet wide which is 80 squares of asphalt. Mayor Reinl commented on the need for proper landscaping on this nicely maintained property. Water and Sewer account would fund the project.

Moved by Gruett, seconded by Loose to approve the construction of the access drive for the manhole sewer cleanout adjacent to Breed and North Madison Streets with costs not to exceed \$7,000.00. Roll Call Vote: Deehr, Loose, Schmitzer, Schoenborn, Thornber and Gruett. All ayes, 6 – 0 motion carried.

Administrator DeTroye explained the opportunity the city has too join a coalition with Calumet County and the City of New Holstein for solicitation of future US EPA Brownfield Grants. This grant would offer monies to be used for future assessment of the Chilton Plating site. The application will be written by a consultant of the county, will be facilitated by the county and will be of no cost to the city. This letter of interest is a formality in the process of application.

Moved by Schmitzer, seconded by Deehr to approve the filing of the letter of interest on behalf of the City of Chilton with Calumet County and the City of New Holstein regarding forming a grant coalition. Voice Vote, all ayes. Motion carried.

Communication:

Library minutes were included in the council packet.

Council members went on to discuss the efficiency of paper packet distribution versus electronic delivery. Administrator is in the process of securing quotes for additional hardware for council use.

Payment of Bills: Moved by Thornber, seconded by Deehr to pay all bills.

Roll Call Vote: Deehr, Loose, Schmitzer, Schoenborn, Thornber and Gruett. All ayes, 6 – 0 motion carried.

Adjournment: Moved by Deehr, seconded by Loose to adjourn at 7:19 P.M.

Voice vote: 6 – 0 motion carried

David DeTroye

City Administrator/Clerk/Treasurer